



State of Vermont

**CONSTRUCTION AND OCCUPANCY PERMIT INFORMATION****CONSTRUCTION PERMIT – FIRE PREVENTION AND BUILDING****SUMMARY  
DESCRIPTION  
OF PERMIT**

A construction permit is required for new construction and alterations of public buildings to ensure that requirements for fire prevention and safety are met and that access for persons with disabilities is provided.

**INFORMATION  
REQUIRED**

An application for a permit is submitted to the regional office along with construction plans. The plans are reviewed for compliance with applicable codes and the applicant is notified in writing of any changes needed prior to the start of construction.

**WEB ADDRESS**

<http://firesafety.vermont.gov>

**FEES**

The construction permit fee is \$5.50 per \$1000.00 of construction valuation for new construction and for alterations/renovations to public buildings. The minimum fee is \$50.00 and the maximum is \$185,000.

**APPLICATION  
TIMEFRAME**

90% of the permit applications are reviewed in less than 30 days.

**ADMINISTERING  
AGENCY**
**DEPARTMENT OF PUBLIC SAFETY  
FIRE SAFETY DIVISION  
Technical Assistance  
1-800-640-2106**

**CONTACT:** Assistant Fire Marshal  
One of the Regional Office's Listed Below

**Barre**

1311 US Route 302, Suite 500  
Barre, VT 05641-7301  
Phone: 802-479-4434  
Fax: 802-479-4446

**Rutland**

56 Howe Street  
Building A, Suite 200  
Rutland, VT 05701  
Phone: 802-786-5867  
Fax: 802-786-5872

**Springfield**

100 Mineral Street, Suite 307  
Springfield, VT 05156  
Phone: 802-885-8883  
Fax: 802-885-8885

**Williston**

372 Hurricane Lane, Suite 102  
Williston, VT 05495  
Phone: 802-879-2300  
Fax: 802-879-2312

**AUTHORITY**

20 V.S.A. Chapter 173

**APPLICABLE  
RULES**

Effective Date November 5, 2012- Vermont Fire and Building Safety Rules  
2012

**APPEAL  
PROCESS**

Fire Prevention and Building: The applicant may request reconsideration from a permit or enforcement action by initially contacting the regional manager to explore alternatives to the code requirements.

**OTHER PERMITS  
AND APPROVALS**

Wastewater System and Potable Water Supply Permit (Sheet #1).

Division of Fire Safety: Electrical Work Notices, Plumbing Work Notices, Boiler/Pressure Vessel Operating Permit and Accessibility in public buildings.

Department of Health Asbestos & Lead Regulatory Program  
(Sheets [#54](#) & [55.1](#)).